

**SEMHAC**  
**Needs Assessment Committee**  
**Monday, April 19, 2004**

**Goal:** To finalize Detroit area location list.

**Objectives:**

- 1.) Finalize the Event location list using City of Detroit sites secured by: Denice, Keith, and Selvy.
- 2.) Review the protocols for survey dissemination at these sites.

**Goal:** to perform an internal NA committee evaluation as the beginning process for devising our work plan.

**Objectives:**

- 1.) Sandra Cavette will continue to help us determine our opportunities and threats and then help us devise our work plan for 2004-05.

**AGENDA**

- I. Call to order
- II. Moment of Silence
- III. Introductions
- IV. Recording Secretary
- V. Ground rules
- VI. Approve today's agenda
- VII. Old Business
  - A) Event listing for Wayne and City of Detroit
  - B) Progress reports from sub-committees/county Leaders
    1. Lapeer County
    2. Macomb
    3. Monroe
    4. Oakland
    5. St. Clair
    6. Wayne
    7. Provider survey
    8. Publicity
    9. Outreach
    10. Case Management
    11. Focus Groups
  - C) Review protocol of survey collection at Detroit sites
  - D) Last minute details/last minute questions
- VIII. New Business
  - A) SWOT evaluation (part-two)
- IX. Next meeting date: 5/3/2004
- X. Adjournment